



Building Division
69825 Highway 111
• Phone (760) 202-9253 • FAX (760) 324-8169 •

BUILDING DIVISION REQUIREMENTS FOR PLAN REVIEW SUBMITTAL

DOES NOT INCLUDE PLANNING & ENGINEERING. PLEASE SUBMIT TO THEM SEPARATELY

APPLICANT: _____

JOB ADDRESS: _____ **DATE:** _____

JOB DESCRIPTION: _____

CHECK LIST FOR REQUIRED ITEMS FOR PLAN REVIEW SUBMITTAL:

- ☐ 2 SETS WET-SIGNED PLANS - COMMERCIAL (Electric load calculations & single line HVAC & electrical diagrams & Plumbing isometrics.)
- ☐ 2 SETS WET-SIGNED PLANS - RESIDENTIAL (Electric load calculations & single line HVAC & electrical diagrams & Plumbing isometrics.)
- ☐ 1 ASSESSOR'S SET COMMERCIAL OR RESIDENTIAL - ASSESSOR REQUIRE COVER SHEET, SITE PLAN & FLOOR PLAN (Must have at submittal)
- ☐ 2 SETS WET-SIGNED ENERGY CALCULATIONS (Climate Zone 15)
- ☐ 2 SETS WET-SIGNED STRUCTURAL CALCULATIONS (85 MPH WIND SPEED, EXPOSURE C)
- ☐ 2 SETS WET-SIGNED TRUSS CALCULATIONS (Unless conventional framed system)
- ☐ LETTER OF ACCEPTANCE FOR TRUSSES FROM ENGINEER OF RECORD

REQUIRED APPROVALS & PAID FEES PRIOR TO BUILDING PERMIT ISSUANCE:

- ☐ SCHOOL FEES (OBTAIN FORM FROM THE CITY) (760-202-9253)
- ☐ PLANNING APPROVAL (760-328-2266)
- ☐ ENGINEERING APPROVAL (760-770-3224)
- ☐ FIRE DEPARTMENT (760-324-4511 X306) COMMERCIAL, INDUSTRIAL, CONDOMINIUMS & APARTMENTS
- ☐ HEALTH DEPARTMENT - (RESTURANTS AND FOOD SERVICE, 760-320-1048)
(SEPTIC SYSTEM APPROVALS, 760-863-7000)

NOTE: POOL, SPA, AND BLOCK WALLS ARE ALL SEPARATE PERMITS.